

**Town of Stephens City Planning Commission  
Minutes  
Tuesday, April 28, 2009 (7:30p.m.)**

The Town of Stephens City Planning Commission held the regularly scheduled meeting this month, on Tuesday, April 28, 2009 at 7:30 p.m.

**Attendees:**

Vice-Chair, Martha Dilg  
Commissioner Jesse Fox  
Commissioner Susan Boyd  
Commissioner Bill Copp  
Commissioner Bob Wells  
Commissioner Joe Grayson

**Absent:**

Chairman, Linden “Butch” Fravel, Jr.

**Staff Present:**

Town Planner, Brian Henshaw

**Also Present:**

Ms. Shawn deLadurantaye

**Call to Order:**

With a quorum present, Vice Chair Dilg called the meeting to order at 7:30 p.m.

Vice Chair Dilg entertained a motion for approval of the minutes from March 31, 2009. Commissioner Copp made a motion to approve the minutes. Commissioner Boyd seconded the motion. The motion was approved.

Vice Chair Dilg entertained a motion for the adoption of the agenda. Commissioner Boyd made a motion to adopt the agenda. Commissioner Grayson seconded the motion. The agenda was adopted.

**Public Hearings:**

***deLadurantaye Special Use Permit :***

Mr. Henshaw briefly presented the application to the planning commission.

Vice Chair Dilg opened the public hearing at 7:35pm. Ms. deLadurantaye spoke on her behalf with regard to the business and the intent behind requesting the ability to have a home office in her home for the business. Hearing no additional public comments, Vice Chair Dilg closed the public hearing.

**Action Items:*****deLadurantaye Special Use Permit :***

After a very brief discussion about the application, Vice Chair Dilg entertained a motion.

Commissioner Copp made a motion to recommend the approval of Ms. deLadurantaye's Special Use Permit to the Town Council. Commissioner Boyd seconded the motion.

The motion was approved 6-0.

**Discussion:**

Mr. Henshaw briefly updated the planning commission about the down-zoning for the Agricultural District and the progress of the Subdivision Ordinance. Both projects are currently ongoing and Mr. Henshaw hoped to have the letters about the down-zoning out before the end of the month, which would include a brochure about the down-zoning process.

Commissioner Wells did bring up a couple issues he would like to begin working on with regard to ordinances. Commissioner Wells expressed interest in working on updating the rewriting the Town's Sign ordinance, as well as working on the draft Outdoor Storage Ordinance. Furthermore Commissioner Wells raised some concerns about overgrown lawns and mentioned that he would be willing to look into the ordinance as well. Mr. Henshaw thought that sounded like an excellent idea and stated that all of these ordinances are on the very long overdue "to-do list". Mr. Henshaw stated that the best approach would be for the Vice-Chair to appoint a sub-committee headed by Commissioner Wells and that the sub-committee work with Mr. Henshaw to bring a draft back to the Planning Commission.

Vice Chair Dilg appointed Mr. Wells to a sub-committee to work on the Outdoor Storage Ordinance and the revision to the Sign Ordinance. Commissioner Fox volunteered to also serve on the sub-committee. The commissioners unanimously agreed.

**Citizen Comment Period:**

There was no citizen's comment.

Hearing no comments, Vice-Chair Dilg entertained a motion to adjourn.

Commissioner Wells made a motion to adjourn. Commissioner Copp seconded the motion.

The meeting adjourned at 7:52 pm.